

# COVID-19 Safe Practices Walkthrough Form



Date:	2.9.21	
District:	State Charter	
School:	21st Century Public Academy	
District/ Charter Contact Name	Bianca Belmonte - Saplen	District/Charter Signature: Bianca Belmonte-Saplen
Fire-Marshal/ PED Staff Name	Melissa Sanchez	Fire-Marshal/ PED Staff Signature: <i>M Sanchez</i>
Current Status - Circle	Safe Practice	Notes/ Checklist
<input checked="" type="radio"/> YES or NO	Multi-ply cloth masks available and utilized by all staff and students, over the nose and mouth, secure under the chin, snug on face with no gaps.	Extra cloth masks for staff <input checked="" type="checkbox"/> for students <input checked="" type="checkbox"/> Extra Disposables Staff wear 2 masks 2,000 on hand KN95-60+ medical - 200
<input checked="" type="radio"/> YES or NO	Classrooms and commons areas are set up for 6 feet social distancing with 50% student enrollment in place.	Are desk marked for A/B cohorts? <input checked="" type="checkbox"/> Are desks/ students facing one direction? <input checked="" type="checkbox"/> Are desks/students facing one direction? <input checked="" type="checkbox"/> Floors marked? - no, direction sign on walls - tile colors at 6 ft
N/A YES or NO	If applicable, cafeteria (or other congregate feeding area) is set up for 6 feet social distancing and cohorts of students are not mixed. (cafeteria not in contact meals dropped off use - )	Facing the same direction? Students will eat in the classroom on bad weather days - outdoors on good weather days
<input checked="" type="radio"/> YES or NO	Hand sanitizer that contains at least 60% alcohol is available across the school and ample cleaning supplies in place. Soap and supplies in bathrooms are ample with reliable running water.	Location of sanitizer and cleaning supplies Hand sanitizer in each classroom, at all desks, stations throughout school
<input checked="" type="radio"/> YES or NO	Sanitization protocols in place that address daily cleaning and disinfection with particular attention to frequently touched surfaces including both building, playground and buses.	Sanitizing protocols contract w/ Janiking - Deep clean Wednesday Special Equipment - fogger Sanitization logs accessible and posted across the school site? - posted outside each restroom Lockers - NO lockers
<input checked="" type="radio"/> YES or NO	School doors and windows are operable and other air filtration measures in place. Fans in place - where? - smaller offices - on order Dampers open to increase airflow? NO Open doors and windows? NO	fresh air come in through HVAC system

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<input checked="" type="radio"/> YES or NO	School ventilation systems are functional and meet standard.	Choose from the following: MERV 9   MERV 10   MERV 11   MERV 12   MERV 13 <u>HEPA Filters</u> Number of units: <u>21 classrooms</u> - <u>2 gym</u> , <u>2 in lunch room</u>
<input checked="" type="radio"/> YES or NO	Evacuation plan in place that maintains 6 feet social distancing. Dismissal process in place that maintains social distancing. <u>staggered dismissal for 7th grades</u>	Arrival to school - <u>separate doors per grade</u> Building evacuations - <u>by grade, the way students enter separate sections w/ school grounds</u>
<input checked="" type="radio"/> YES or NO	Isolation rooms for symptomatic individuals in place and protocols for students exhibiting symptoms on buses in place.	If in health office, distribution of medications to other students <u>Isolation room in conference room in front office</u> <u>NOT in nurses office</u>
<input checked="" type="radio"/> YES or NO	Protocols and signage in place for entrance into the building including temperature other symptoms check.	Signage in multiple languages as appropriate? <u>Signage at all doors</u>
<input checked="" type="radio"/> YES or NO	Signage across the school site that includes expectations for prevention practices: frequently washing hands, avoiding touching eyes, nose, and mouth, wearing masks, staying 6 feet apart and direction of traffic.	Signage in multiple languages as appropriate? <u>English, signage changed by grade level - more details for older grades - grade appropriate</u> <u>all areas addressed - one bilingual sign at front door</u>
<input checked="" type="radio"/> YES or NO	<b>General Notes (add a brief description of the hybrid model used and target reopening date)</b> Grades served? <u>4-8</u> Student population <u>~ 350</u> How many in hybrid <u>60%</u> want to return - school will lottery based on grade if desire is higher than availability. Target start date? <u>3.1.21</u> Hybrid model - cohort groups, days <u>A - M,T   B - Th,F = 8:15 - 3:40</u> <u>staggered - every 5 minutes starting at 3:30</u>	

outdoor line up - separate doors per grade. Students will use chalk to mark 6 feet distance.

Communicate student & family expectations and protocols - PTA, Facebook, GB meetings  
 will check temp for all students, staff & visitors daily. Answer 4 questions  
 plexiglass at front desk, high visit desk areas  
 \*although lunch room will not be used, students will cycle through that space.

45%  
 staff  
 vaccinated  
 as of  
 2.9.21